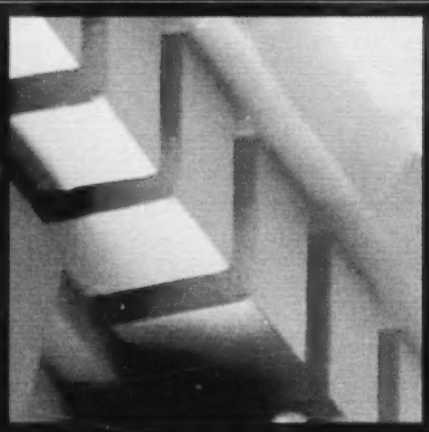
# Advancing through Engagement | 2011



Legislative Assembly Office | Annual Report 2011
and the 2011 Annual Report of the Commonwealth Parliamentary Association, Alberta Branch, and Interparliamentary Relations

# Letter from the Speaker

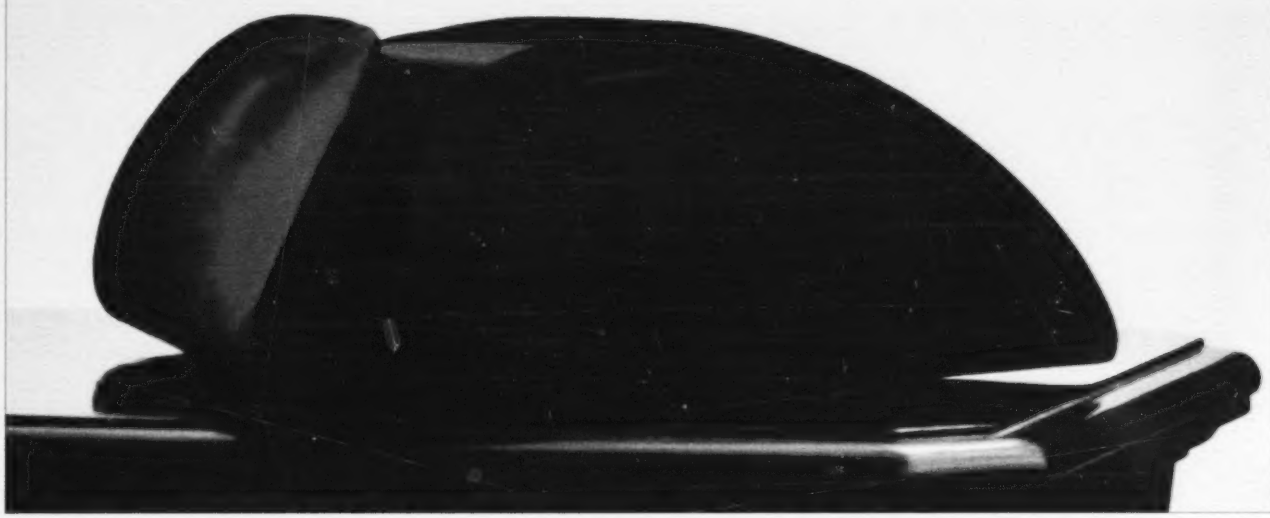
March 2013

To the Members of the Legislative Assembly of Alberta:

I am pleased to present the 28th Annual Report of the Legislative Assembly Office (LAO). In addition to documenting the financial statements for the fiscal year ending March 31, 2011, this report highlights the activities and initiatives undertaken by the LAO during the 2011 calendar year in support of the Legislative Assembly of Alberta. Also found within its pages is the 2011 Annual Report of the Alberta Branch of the Canadian Parliamentary Association.

While my distinguished colleague the Honourable Ken Kowalski presided as Speaker of the Legislative Assembly and thus oversaw the operations of the LAO for the reporting period, at the time this report was published, I had stepped into the role. I am honoured to follow in his footsteps, and it is my pleasure to make this report available to you in my role as 12th Speaker of the Legislative Assembly of Alberta.

Honourable Gene Zwozdesky
MLA, Edmonton-Mill Creek
Speaker of the Legislative Assembly of Alberta



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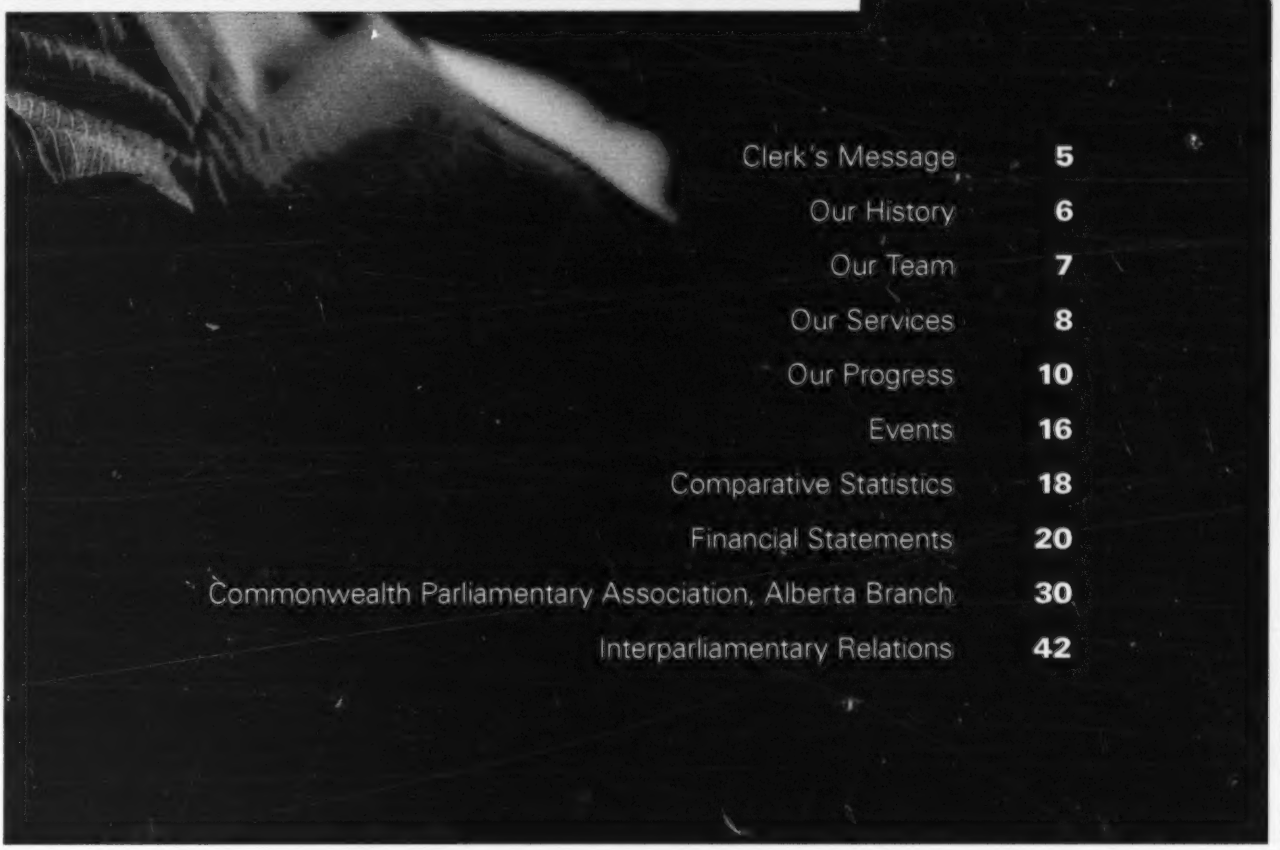


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# Mission, Vision and Values

**Our Mission**

To provide nonpartisan parliamentary support to the Speaker and Members of the Legislative Assembly as they carry out their roles as elected representatives.

**Our Vision**

Respect – Tradition
Exemplify – Service
Promote – Innovation

**Our Values**

Impartiality – Integrity – Improvement

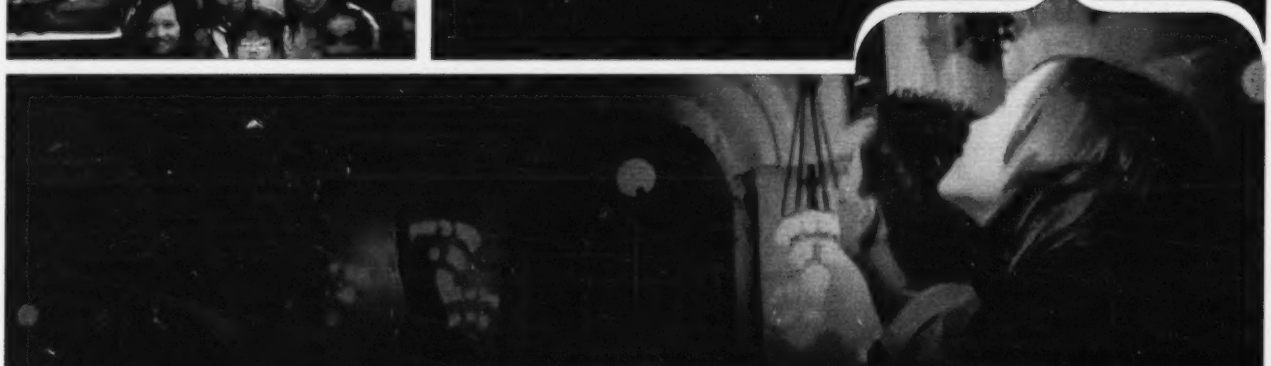
Employees of the Legislative Assembly Office (LAO) are proud to provide services to the Legislative Assembly on behalf of the citizens of Alberta. We are guided in our work and conduct by a core set of principles that motivate us as individuals and reflect the qualities of the office as a whole.

"While the LAO embraces tradition and is mindful of the Legislative Assembly's past, we are squarely focused on advancing our services and exploring new ways to engage Albertans today and in the future."

**W.J. David McNeil, Clerk of the Legislative Assembly**

# Advancing through engagement

## Before we can inspire, we must first engage.



It isn't enough to just disseminate information. If you truly want to make an impression on your audience or inspire them to action, you must first engage them in the process. I am of course speaking of the legislative process in Alberta.

In addition to supporting the Speaker and MLAs in their roles as elected officials, the LAO is mandated to inform and educate the public on behalf of Members and the institution of parliament. In fulfilling this goal, we look for interactive approaches. Participation is key to any democratic system, and our philosophy is based on maximizing participation in the legislative process. Whether through committee activity or visitor programming, we strive to inspire active citizenship and empower Albertans to become educated about politics and parliament at the provincial level.

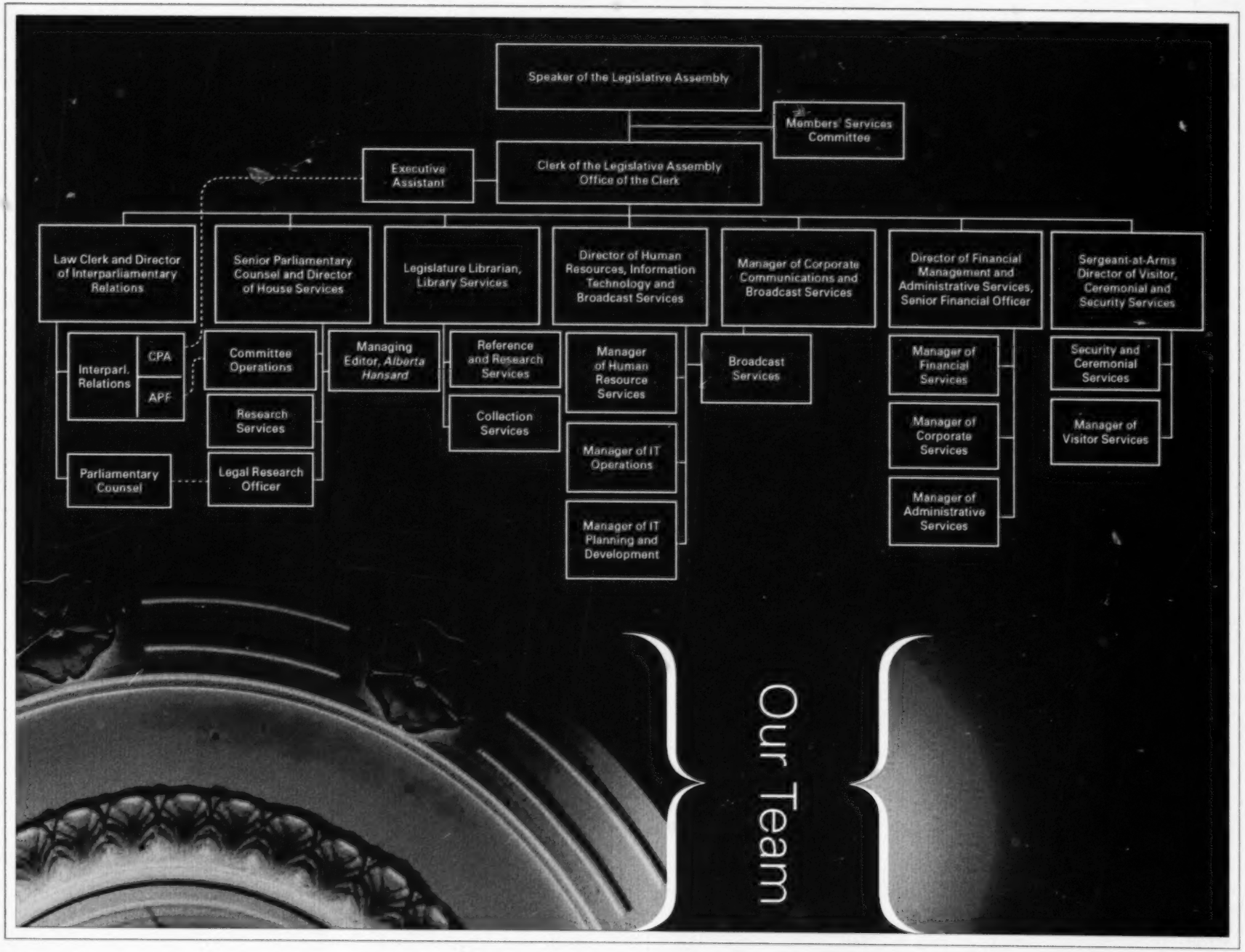
Turning the focus inward, the same can be said for our approach to our internal audiences, primarily our Members and their staff. At the LAO improving our processes to better enable Members to be accessible and accountable to their constituents, the citizens of Alberta, is priority one.

Dr. David McNeil
Clerk of the Legislative Assembly of Alberta

# Our History

Established in 1983, the origins of Alberta's Legislative Assembly Office can be traced back to 14th-century England, when Parliament elected the first Speaker and appointed the first Clerk. The Legislative Assembly Office works hard to uphold and abide by parliamentary tradition while at the same time ensuring our operations are run in a nonpartisan manner and respond to the needs of the Members we serve.

It may come as a surprise to some, but the Legislative Assembly Office is not a government department. The government is the executive branch, responsible for applying and enforcing laws, and the Legislative Assembly is responsible for establishing those laws. We are a separate and unique entity from government with the passion and commitment to provide all Members of the Legislative Assembly, regardless of party affiliation, with the support they need to represent and serve their constituents.


Speaker of the Legislative Assembly
Members' Services Committee
Executive Assistant
Clerk of the Legislative Assembly
Office of the Clerk
Law Clerk and Director of Interparliamentary Relations
Senior Parliamentary Counsel and Director of House Services
Legislature Librarian, Library Services
Director of Human Resources, Information Technology and Broadcast Services
Manager of Corporate Communications and Broadcast Services
Director of Financial Management and Administrative Services, Senior Financial Officer
Sergeant-at-Arms Director of Visitor, Ceremonial and Security Services
Interparl. Relations
CPA
APF
Committee Operations
Managing Editor, Alberta Hansard
Reference and Research Services
Manager of Human Resource Services
Broadcast Services
Manager of Financial Services
Security and Ceremonial Services
Research Services
Collection Services
Manager of IT Operations
Manager of Corporate Services
Manager of Visitor Services
Parliamentary Counsel
Legal Research Officer
Manager of IT Planning and Development
Manager of Administrative Services
Our Team

# Our Services

The LAO, under the authority of the Speaker, provides nonpartisan, procedural, administrative and educational services to the Members of the Legislative Assembly and the public. These services include:

**Office of the Clerk**

The Clerk is the chief executive officer of the Legislative Assembly and has authority and responsibility equivalent to that of a deputy minister of a government department. Under the direction of the Speaker the Clerk has both procedural and managerial responsibilities and oversees the delivery of nonpartisan services to Members of the Legislative Assembly and their staff.

The Office of the Clerk is responsible for

- providing advice, research and support to the Speaker and Members on procedural matters concerning the privileges, rules, usages and proceedings of the Assembly and co-ordinating procedural services by other officers of the Assembly; preparing documents of the Assembly and ensuring the safekeeping of the Assembly's documents and records;
- providing all necessary administrative and support services to the Assembly during its sittings and ensuring that essential services are provided to the Assembly Chamber;
- presiding over the election of the Speaker at the opening of a new Legislature;
- announcing the Assembly's order of business and conducting its recorded votes or divisions during its sittings; and
- supervising the officers of the Assembly, including the Director of House Services, Parliamentary Counsel, Law Clerk and Sergeant-at-Arms.

As chief operating officer the Clerk has the following managerial responsibilities:

- directing the operational services of the Legislative Assembly Office;
- authorizing all financial commitments the Assembly enters into;
- directing the preparation of the Assembly's annual estimates and advising the Members' Services Committee in their consideration and approval;
- acting as liaison at the deputy minister level with government departments on matters related to the Assembly, the Chamber and the Legislative Assembly Office; and
- serving as chair of the LAO Executive Committee (Law Clerk, Director of House Services, Sergeant-at-Arms, Director of Human Resources, Information Technology and Broadcast Services, Director of Financial Management and Administrative Services, Legislature Librarian, and Manager of Corporate Communications).

**Communications Services**

Communications Services provides strategic planning, consulting and design expertise to the LAO's internal and external audiences. Communications Services' responsibilities include

- supporting the organizational goals of the LAO and the mandates of all-party committees;
- delivering professional writing, design and web services in the creation of promotional and educational materials for the LAO;
- co-ordinating media relations and maintaining internal and external websites for the Legislative Assembly; and
- assisting with planning, execution and documentation in support of special events.

**Broadcast Services**

Broadcast Services oversees the accurate and high-quality broadcast production of the House proceedings. Additional responsibilities of Broadcast Services include

- managing the communication of information affecting the broadcast;
- developing guidelines and procedures for broadcast operations; and
- assisting with the co-ordination of remote broadcasts involving external media.

**Legal Services/Parliamentary Counsel**

Legal Services is comprised of the Law Clerk, Parliamentary Counsel and staff. The branch provides advice to the Speaker, Members, committees and the LAO, including advice on contracts, employment law and leases. Legal Services is also responsible for

- defending and asserting the rights, privileges and immunities of Members and the Assembly;
- assisting Members and caucuses in interpreting statutory provisions concerning Members' benefits, rights and immunities, including the *Legislative Assembly Act* and Members' Services Committee Orders; and
- assisting Members with administering oaths and using their ex officio notarial powers;
- serving as counsel to the committees of the Assembly, including Members' Services, Legislative Offices and Private Bills.

In addition, Parliamentary Counsel

- serves as Table Officers;
- assists Members with drafting private Members' Bills and amendments and reviewes and provides advice on private Bills;
- approves petitions prior to their presentation in the Assembly; and
- prepares official copies of the Bills enacted by the Legislature.

**Interparliamentary Relations**

Interparliamentary Relations is responsible for organizing Alberta's participation in various parliamentary associations and organizations and managing relations between the Assembly and other Canadian and international parliaments. Responsibilities include

- co-ordinating the Legislative Assembly's participation in conferences, seminars and exchanges of a parliamentary nature in Canada and abroad; and
- organizing programs for incoming parliamentarians and legislators from around the world.

**House Services**

House Services oversees House and committee proceedings and is responsible for the production of various House and committee documents and records, including the official report of the debates of the Assembly and its committees, also

known as *Alberta Hansard*, as well as the Order Paper, Votes and Proceedings and the *Journals*.

Other responsibilities include

- providing procedural advice to the Speaker and Members and preparing documents for the daily business of the House;
- ensuring that all administrative, financial and support services are available for the effective operation of standing and special committees of the Assembly;
- providing nonpartisan research and issue analysis as directed and in support of the mandates of the committees of the Assembly;
- processing items to be placed on notice on the Order Paper, including Bills, Motions, Written Questions, Motions for Returns and Motions Other than Government Motions; and
- maintaining custody of current and historical Assembly records.

**Human Resource Services**

Human Resource Services (HRS) provides customized human resource management, compensation and consulting services that enhance overall organizational performance. These services include

- development and implementation of multidisciplinary human resource strategies to meet operational objectives;
- leadership and advice on human resources related issues such as organizational design and planning, recruitment, talent management and development, employee relations, health and wellness, disability management, Member remuneration and staff compensation and classification;
- management of the integrated in-house payroll and HR systems; and
- ensuring an efficient transition of staff and MLAs at general elections, by-elections and cabinet shuffles.

**Financial Management and Administrative Services**

Financial Management and Administrative Services (FMAS) supports the Speaker, Members and the LAO by providing financial management and administrative services.

Financial Management services include budget preparation, processing of claims, expenses and allowances (Members, caucuses and branches), transaction compliance review and accounting, preparation of monthly reports for Members and branches, preparation of financial statements and co-ordination of the financial statement audit.

Administrative services include furniture, equipment and supplies procurement, co-ordination of telecommunications services, constituency office services (leasing, set-up, moves, et cetera) and property management co-ordination for LAO offices and caucuses.

In addition, FMAS is also responsible for

- administering the Freedom of Information and Protection of Privacy Act as it pertains to the LAO and providing advice and assistance in access and privacy matters for Members and the LAO;
- managing the development and implementation of an information and records management program for the Legislative Assembly and providing advice and support on information records management issues to Members of the Assembly and staff; and
- providing risk management and insurance coverage, advice and claims co-ordination services to Members and LAO branches.

**Visitor, Ceremonial and Security Services**

Visitor, Ceremonial and Security Services (VCSS) provides services ranging from developing and managing public programming to providing security services for the Legislative Assembly, its precincts and all constituency offices. In addition, VCSS advises MLAs, constituency staff and LAO employees on security matters, liaises with external intelligence, public safety and security organizations and is responsible for

- directing the LAO security access card program;
- directing the Page program;
- taking attendance of Members in the House;
- providing the care and custody of the Mace and the furniture and fittings of the Assembly;
- directing the operation of the Interpretive Centre and Gift Shop;
- offering services to the public, including guided tours, educational programs, special events and gallery bookings;
- offering services to the public, including guided tours, gallery bookings and educational programs; and
- conceiving, planning and executing ceremonial and special events.

**Library Services**

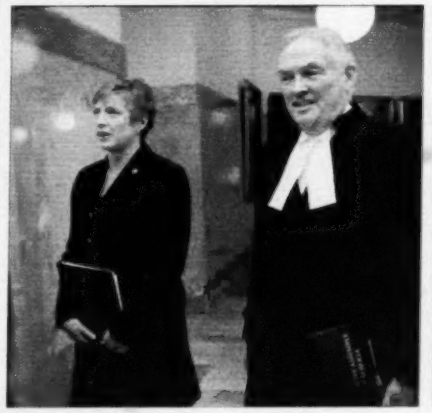
Library Services provides nonpartisan, confidential and timely information, news and reference services to Members and their constituency and caucus staff as well as the LAO. Applying both a traditional approach and the latest technology, Library Services is also responsible for

- compiling and delivering a customized daily electronic news service to Members;
- responding to Members' information needs through subscription databases and e-books as well as an electronic government documents repository and network;
- collecting and providing access to information on social, economic, environmental and other public policy issues;
- collecting and providing access to information on public policy matters in areas such as health, law, science, business, environment, energy, social issues and education; and
- preserving and chronicling information about Alberta's history and parliamentary heritage, including data about Members and electoral divisions.

**Information Technology Services**

Information Technology Services (ITS) provides all technology services to the Speaker, Members, caucuses, constituency offices and LAO branches. ITS focuses on introducing the latest in technology to best serve the needs of the stakeholders. Services include

- acquiring, deploying and maintaining all hardware and software;
- procuring, contract negotiating and supporting mobile devices;
- co-ordinating and delivering IT training;
- supporting all network infrastructure, including network servers, cabling and wireless facilities;
- enforcing policies and guidelines to provide a secure IT environment;
- providing consultation services to analyze business needs and deploy the best technology solution;
- developing and deploying applications on multiple platforms, including desktop and web;
- supporting enterprise applications with a focus on workflow and integrating with the business processes; and
- supporting audiovisual and multimedia applications, including streaming of House and committee proceedings.



# Our Progress

# **External Engagement:** focusing on accessibility and participation

> "An important aspect of the legislative process, the committee process allows for in-depth debate on complex issues and the opportunity for issues to become more accessible to Albertans."
>
> **Shannon Dean, Senior Parliamentary Counsel and Director of House Services**

### Legislative Committees Focus on Maximizing Public Participation

The hallmark of any successful democratic society is public engagement in the legislative process, and by engagement we are referring to more than simply voting in a general provincial election once every four years. A high level of public engagement promotes transparency and ensures that legislation reflects the needs of the public it is meant to serve. So how do the citizens of Alberta become engaged in the system? One way is through committee activity. Committees allow consideration of legislative matters to take place outside of the House for in-depth review and discussion, which often includes the opportunity for public consultation. Through committees, MLAs and the issues before the Legislature become more accessible to everyday Albertans.

A great example of public engagement, the Standing Committee on the Alberta Heritage Savings Trust Fund (AHSTF) has made huge strides in the past three years to expand the reach of its annual public meeting and encourage greater public participation and interaction with the committee.

An all-party committee of the Legislative Assembly, the AHSTF Committee is tasked with reviewing and approving the heritage fund's performance, business plan and financial reports; holding public meetings with Albertans to report on investment activities and results; and reporting to the Legislative Assembly on whether the mission of the fund is being fulfilled.

The committee made history in 2010 when it became the first committee of the Legislative Assembly of Alberta to televise a public meeting. The meeting was broadcast province-wide on Shaw TV and streamed on the Assembly website. This approach was born out of a desire to expand the reach of the meeting beyond the four walls of the town halls, theatres and conference rooms that had been the mainstay of the committee over the past 30 years.

This approach took the committee reach, which at its peak in 2007 amassed about 70 audience members, to more than 6,000. Building on this success, in 2011 the committee endeavored to also increase interaction between the committee and the public during the meeting. After all, the mark of any good democracy is participation. To accomplish this, the committee decided to incorporate online chat into the mix. Here's how it worked. During the Q and A portion of the meeting the committee responded to not only comments and questions from those in the room but also those posted online.

In the end the chat proved a dynamic addition to the meeting, which reached about 5,000 viewers through the TV broadcast and 43 through the webstream, which was more than double the live audience of just over 20. Of the online audience, eight people participated in the chat, which generated over 40 comments and/or questions for committee discussion as compared with the nine questions posed by the in-house audience. The chat provided not only a line of communication between the committee and the online viewers, but it also allowed for the online audience to interact with the live audience as well via the

committee. It was a true demonstration of the democratic process, and LAO staff were proud to be involved in facilitating the conversation.

All Legislature committees are supported by the LAO. Administrative services, technical assistance, research services, legal advice, *Hansard* services and communications services are provided. The branches of the LAO work together to ensure the needs of each committee are met and that Members are able to reach out to Albertans to gain public insight on issues before the committee, thereby supporting their respective mandates.

> "Opening up the committee proceedings to include broadcast and video stream capabilities will ultimately allow us to reach more Albertans. This is a very exciting prospect. We look forward to offering citizens greater access to the work of their elected officials."
>
> **Rhonda Sorensen, Manager of Corporate Communications and Broadcast Services**

### New Committee Rooms Will Improve Accessibility

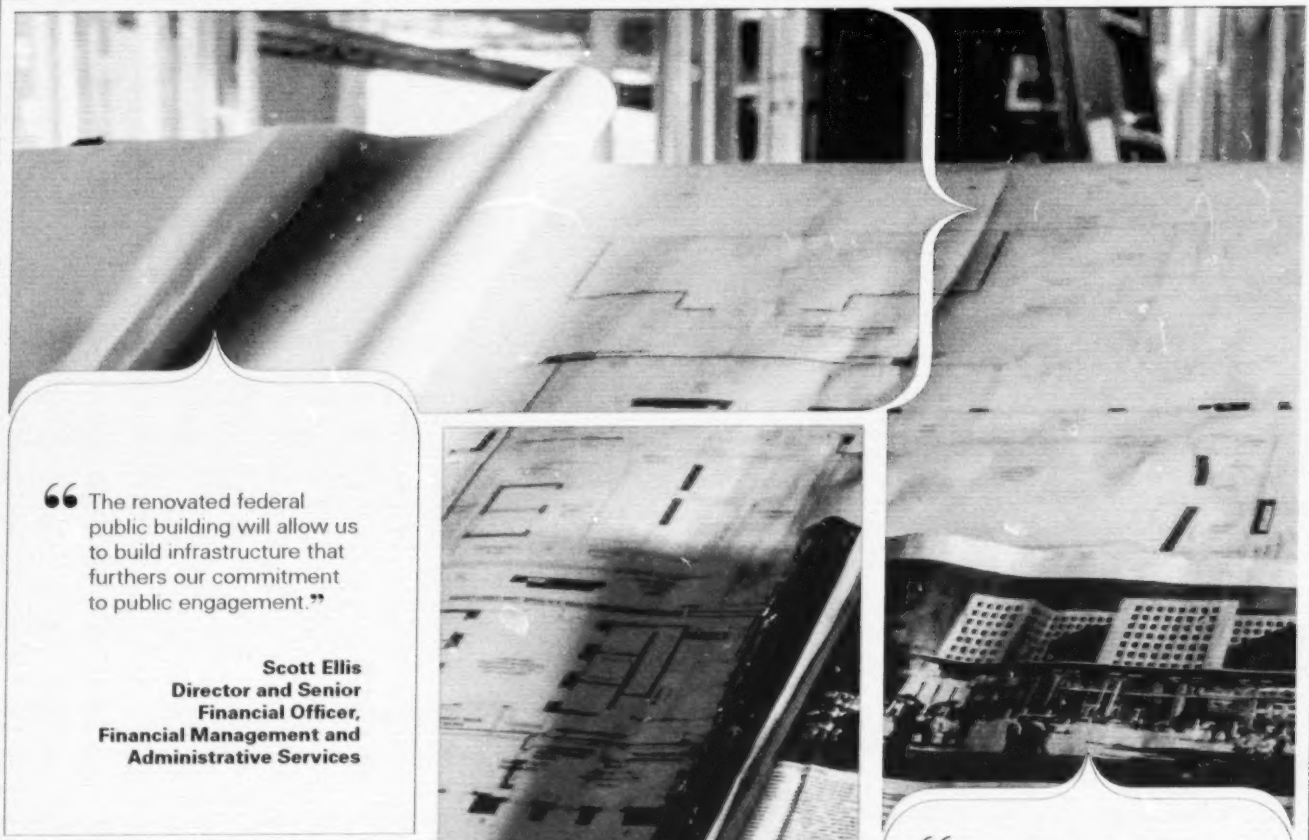
Planning and preparations continued in 2011 for the LAO's eventual move from the Legislature Annex to the Federal Public Building. One of the more exciting aspects of the new site is the new committee rooms. The LAO will soon be equipped with conference rooms to facilitate broadcast and video streaming of its own public meetings.

The second floor of the Federal Public Building will offer four committee rooms equipped with state-of-the-art technology that will ultimately increase accessibility. The committee rooms will feature audio and video systems that will allow meetings to be broadcast and streamed online. The current committee rooms are only capable of capturing audio.

"Over the last couple of years a great deal of planning has been dedicated to the design of the new committee rooms that will support Members once the renovated Federal Public Building is ready to serve as the LAO's new home," said Val Rutherford, Manager of Planning and Development, ITS.

### New Visitor Centre Will Engage Public in Alberta's Legislative System

"The new building provides us with the opportunity to re-evaluate the needs of our various audiences and develop new initiatives," explained Diane Brayman, Manager of Visitor Services. "We want to create inviting and engaging spaces that feature Alberta's legislative history and culture."



> "The renovated federal public building will allow us to build infrastructure that furthers our commitment to public engagement."
>
> **Scott Ellis**
> **Director and Senior Financial Officer, Financial Management and Administrative Services**

> "To every extent possible our gift shop offers products that are made by Albertans. The merchandise showcases the literary talent, artistic creativity, excellent craftsmanship and ingenuity that reside in our province."
>
> **Brian Hodgson, Sergeant-at-Arms and Director of Visitor, Ceremonial and Security Services**

The Federal Public Building is located on the northeast corner of the Legislature Grounds. This 1950s art deco-style building will soon be fully renovated and replace the Legislature Annex as the new home for many Members of the Legislative Assembly and staff of the LAO.

A feature of the new space will be the highly anticipated visitor centre, sure to engage Albertans in the legislative process. Through interactive exhibits, games and other activities visitors will delve into the legislative process and gain insight into the political history of Alberta. Visitors will explore themes relating to Alberta's political culture, democratic heritage and citizenship, but don't mistake this experience for one of those history lessons of old; no, the visitor centre will be over 3,000 square feet of state-of-the-art public engagement.

The space will offer an 80-seat indoor theatre to accommodate students' learning needs and serve as a flexible venue for countless activities. This aptly named theatre in the round will offer a large, versatile space that can easily be reconfigured to support a wide range of uses, including audiovisual presentations and public meetings.

Considerable thought and care also went into the design of the LAO's new temporary exhibition space. With its museum-quality climate-controlled environment, the LAO will be able to host travelling exhibits from across Alberta and further afield.

The Legislative Assembly gift shop will relocate from the pedway to the Federal Public Building's ground floor as well. In addition to featuring double the retail space as the current store, the new gift shop will offer an expanded range of products, many made in Alberta.

With an ultimate goal of integrating the newly renovated Capital Boulevard (north of the Legislature on 108th Street) with the existing Legislature Grounds, the area will gradually shift elevation to subtly transition from the boulevard to the Legislature Grounds, making the grounds more accessible and welcoming to downtown foot traffic.

# **Internal Engagement:** supporting Members through technology

**5%** increase in support for Mobile devices.

> "The LAO keeps a keen eye on trends in the technology industry and service sectors in order to best serve our Members."
>
> **Cheryl Scarlett, Director of Human Resources, Information Technology & Broadcast Services**

Information technology is ever-changing and the latest tools come in high-demand by our clients. Strong forecasting mechanisms are in place to effectively support our technology infrastructure upgrades and enable the LAO to provide seamless IT services.

### Improved information management and greater access to Assembly data

The LAO made a number of improvements – some sizeable, others incremental – to the way in which digital information was gathered, managed, used, shared and preserved in 2011. These changes resulted in greater accessibility and transparency, improved user experiences and more efficient and effective information management.

While Information Technology Services (ITS), Library Services and Broadcast Services spearheaded these efforts, it was a team effort that stretched across the entire organization.

Significant headway was made in 2011 in the development of an information management strategy. The goal was to capture Member and procedural data so that it can be used for other purposes and as an information/data source. The LAO developed the following databases:

- **Members' Historical Online Biographies (MHOB)** – A comprehensive database and application that captures current and former members' information.
- **Aladdin** – This project, which is very large in scope, deals with procedural data relating to both House and committee activities.

Further to this initiative, the LAO also established a strategy for preserving the audio and video records of the Assembly, be it broadcast or webstream of House and Committee activities or special events. This project is expected to expand over time as more and more Legislative Assembly-related activities are recorded and demand for audio and video grows.

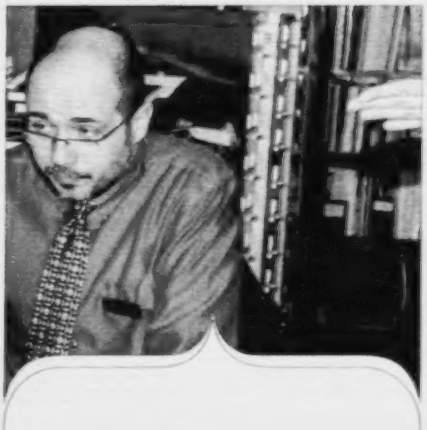
### Increased support for mobile communications devices

The LAO also provided increased support for mobile devices in 2011. In response to the LAO's workforce becoming more mobile and collaboration tools becoming more sophisticated, ITS expanded access to devices, software and support to make working remotely easier. This included deploying more laptops, mobile devices, secure connectivity options and collaboration tools such as Lync with integrated audio/video conferencing. Further to this, a change of protocol permitted Members to use tablets in an offline mode during Oral Question Period as a paperless option for speaking notes.

### Better search capabilities

Increased search capabilities introduced in 2011 made keeping up with the issues of the day for Members and their staff markedly easier. The Speaker launched the Association of Parliamentary Libraries in Canada (APLIC) portal on the Assembly's intranet in April 2011 at the Library's open house. Library Services has been working for the past three years on a pilot project through APLIC to develop a one-stop searching portal for full-text electronic resources emanating from Canadian jurisdictions. While it is constantly being refined and enhanced, the APLIC portal allows users to search more than 100,000 full-text government and legislative publications from 10 different Canadian jurisdic-

**19%** increase in electronic books available to Members.



tions at once through keyword searches, making comparing and contrasting policies and initiatives much easier.

Content from the parliamentary libraries of Alberta, British Columbia, Manitoba, New Brunswick, Newfoundland and Labrador, Northwest Territories, Nova Scotia, Ontario, Quebec and Saskatchewan is currently available through the APLIC portal. All electronically archived Alberta government documents in the collection are accessible through the portal as well as through the library's catalogue. Alberta was the first jurisdiction to make the portal available to its Members.

> "The LAO is committed to providing Members with quick and easy access to the Legislative Assembly Library's collections no matter where they are and when they want it."
>
> **Valerie Footz, Legislature Librarian, Library Services**

The LAO also implemented a mechanism called a link resolver to allow enhanced linkages between databases. LinkSource is an underlying tool that allows users to connect seamlessly from the citations in one database to the full text in another. The link resolver increases the likelihood of accessing the complete document in fewer clicks of the mouse, thereby decreasing search time and improving the users' online research experience.

Building on the distribution of library cards in 2010, Library Services introduced another convenience for Members and their staff when it enabled remote access to subscription databases. With the assistance of ITS, Members and their staff can connect to databases from any computer at any time. Databases are accessed through the library catalogue, and users simply enter their library card number along with their password. No network connection is required as authentication is done through software called EZproxy.

### Supporting technology through staff advancement

Supporting staff learning strengthens our abilities to provide proper supports to the MLAs. Over 118 external training opportunities were co-ordinated for the LAO in 2011. Caucus, constituency and LAO staff also attended internal sessions that added to their competencies, including workshops and webinars on the latest information technology tools.

Keeping abreast of learning trends and best practices enables the LAO to maintain its reputation for providing excellent support to our clients. We are committed to providing staff with ongoing learning and development opportunities that build on our current capabilities and structures, collectively resulting in excellent service to our ultimate clients, the Members of the Legislative Assembly.

# Events

> "It is exciting to revive one of the Legislature's richest musical traditions."
>
> **Speaker Kowalski**

## Carillon Inauguration

On February 22, 2011, a ceremony was held in the Legislature's carillon room to welcome the return of a carillon to the Legislature Building. The ceremony marked the first time since 1996 that the peal of bells would ring out through the building and grounds. The installation of the new carillon was just the first in a series of projects planned for the 100th anniversary celebration of the Legislature in 2012. The original carillon was installed in 1967 to mark Canada's centennial. The new carillon showcases all the distinctive sounds of the original but with state-of-the-art technology.

## Mr. Speaker's MLA for a Day

On May 9 and 10 high school students from across the province became representatives in the Legislature through participation in Mr. Speaker's MLA for a Day program. The program is designed to give students an opportunity to see what it means to be an MLA by participating in Chamber debates, touring the Legislature and spending time with MLAs as they go about their daily business. Mr. Speaker's MLA for a Day program is supported by the Royal Canadian Legion, Alberta-NWT Command.

> "If you listen to the voices of our youth, you believe in hope for the future. This is a youth that is not only informed and engaged but involved in their communities and interested in making a difference."
>
> **Speaker Kowalski**

"It has been my privilege to serve the people of Alberta in promoting open, transparent government and to guide citizens in the protection of their personal information. I leave with a sense of great pride in the work we have done with respect to access and privacy over the past 15 years."

**Frank Work**

## Privacy Commissioner Farewell

A farewell ceremony was held on November 29, 2011, for Frank Work, Alberta's second Information and Privacy Commissioner.

"I will seek to enhance the awareness of the office throughout Alberta to increase the opportunity for Albertans to understand where help is available when needed and appropriate. It is in our collective best interests that there is strong accountability in the government."

**Peter Hourihan**

## Swearing-in Ceremony for Alberta's Ombudsman

Peter Hourihan was sworn in as Alberta's 8th Ombudsman on October 18, 2011.

"Over the course of his service Mr. Button upheld the principles of natural justice and administrative fairness in the delivery of services to the citizens of Alberta, and what's more, he endeavoured to make these principles the standard practice."

**Speaker Kowalski**

## Ombudsman Farewell

On Tuesday, August 23, 2011, a farewell ceremony was held for Gord Button, Alberta's 7th Ombudsman.

# Comparative Statistics

| House and Committee Proceedings | 2011 | 2010 | 2009 |
|---|---|---|---|
| Sitting Days | 47 | 50 | 64 |
| Bills Introduced | 42 | 43 | 74 |
| Petitions Presented | 12 | 13 | 56 |
| Tablings | 653 | 525 | 719 |
| Session and Committee Hours | 341 | 425 | 437 |

| House and Committee Proceedings Documentation | 2011 | 2010 | 2009 |
|---|---|---|---|
| *Hansard* Pages | 2,546 | 3,250 | 3,196 |
| *Journals* Pages | 460 | 430 | 529 |

| Legislative Assembly Website Activity | 2011 | 2010 |
|---|---|---|
| Visits | 661,972 | 723,850 |
| Average hits per day | 1,813 | 1,983 |
| Visitors | 364,114 | 412,108 |

| Computer and Network Equipment | 2011 | 2010 | 2009 |
|---|---|---|---|
| Workstations | 375 | 373 | 360 |
| Printers | 207 | 250 | 241 |
| Servers | 53 | 59 | 47 |
| Laptops | 255 | 258 | 183 |
| Mobile devices | 272 | 259 | 250 |

| Electronic Resources Available through Legislature Library | 2011 | 2010 | 2009 |
|---|---|---|---|
| Electronic Books | 39,328 | 33,033 | 12,033 |
| Alberta Electronic Government Documents | 7,544 | 6,309 | 4,805 |
| Databases | 68 | 65 | 56 |
| Electronic Journals and Newspapers via Databases | 66,832 | 60,045 | 57,000 |
| Electronic Journals Direct from Publisher | 107 | 101 | 107 |

| Supplies Processing | 2011 | 2010 | 2009 |
|---|---|---|---|
| Purchase Orders Processed | 4,250 | 4,200 | 4,100 |
| Other/Special Requests Processed | 3,581 | 3,646 | 3,532 |
| Supplies Orders Processed Online | 739 | 753 | 720 |
| Supplies Orders Processed Manually | 65 | 68 | 71 |

| Office Administration | 2011 | 2010 | 2009 |
|---|---|---|---|
| Leases Processed | 8 | 14 | 22 |
| Telecommunications Services | 44 | 22 | 15 |
| Telecommunications Requests | 456 | 407 | 473 |

| Financial Services | 2011 | 2010 | 2009 |
|---|---|---|---|
| Invoices Coded and Data Entered | 17,539 | 17,426 | 17,487 |
| Payments Issued | 12,290 | 12,002 | 11,607 |

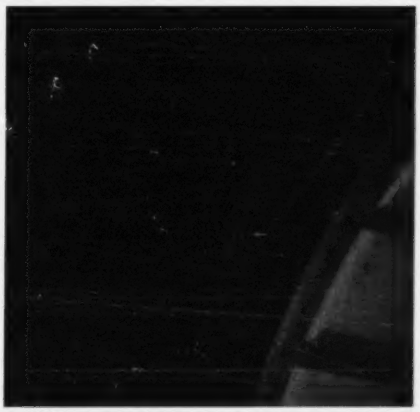
Note: Financial statistics are based on the fiscal year April 1, 2010 – March 31, 2011

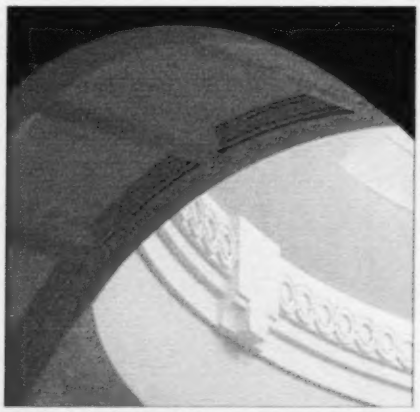
| Employee Compensation | 2011 | 2010 | 2009 |
|---|---|---|---|
| Contract Amendments Processed | 441 | 398 | 477 |
| Payroll transactions | 12,995 | 12,757 | 11,763 |

| Gift Shop Sales | 2011 | 2010 | 2009 |
|---|---|---|---|
| Public sales | 92,334 | 93,092 | 95,280 |
| MLA sales | 264,904 | 271,757 | 289,735 |

Note: Gift Shop sales based on the calendar year

| Visitor Statistics | 2011 | 2010 | 2009 |
|---|---|---|---|
| Visitors attended special events | 73,883 | 71,296 | 60,562 |
| Program participants | 20,236 | 18,603 | 15,796 |
| Visitors observed session | 7,245 | 7,349 | 9,705 |
| Visitors participated in tours | 44,898 | 42,200 | 41,109 |





# Financial Statements

**AS AT MARCH 31, 2011**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AUDITOR GENERAL *Alberta*

# To the Speaker of the Legislative Assembly

**Report on the Financial Statements**

I have audited the accompanying financial statements of the Legislative Assembly Office, which comprise the statement of financial position as at March 31, 2011, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

**Opinion**

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Legislative Assembly Office as at March 31, 2011, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

[Original signed by Merwan N. Saher, CA]
Auditor General
Edmonton, Alberta
July 14, 2011

# Statement of Financial Position

| As at March 31, 2011 (in thousands) | 2011 | 2010 |
|---|---|---|
| **Assets** | | |
| Current Assets | | |
| Cash | $34,104 | $29,692 |
| Accounts receivable and advances | 359 | 415 |
| Inventory held for resale | 155 | 159 |
| | 34,618 | 30,266 |
| Capital assets (Note 4) | 2,583 | 2,118 |
| | **$37,201** | **$32,384** |
| **Liabilities And Net Assets** | | |
| Current Liabilities | | |
| Accounts payable and accrued liabilities | $2,407 | $2,281 |
| Vacation pay liability | 1,367 | 1,396 |
| | 3,774 | 3,677 |
| Members' transition allowance liability (Note 6) | 26,720 | 22,378 |
| Net assets | 6,707 | 6,329 |
| | **$37,201** | **$32,384** |

The accompanying notes and schedules are part of these financial statements.

# Statement of Changes In Net Assets

| As at March 31, 2011 (in thousands) | 2011 | 2010 |
|---|---|---|
| Net assets at beginning of year | $6,329 | $8,324 |
| Net operating results | (53,418) | (53,178) |
| Net transfer from general revenues | 53,796 | 51,183 |
| Net assets at end of year | **$6,707** | **$6,329** |

The accompanying notes and schedules are part of these financial statements.

# Statement of Operations

Year ended March 31, 2011 (in thousands)

| | 2011 | | 2010 |
|---|---|---|---|
| | BUDGET | ACTUAL | ACTUAL |
| **Revenues** | | | |
| Gift shop sales, services and fees | $564 | $396 | $411 |
| Other | - | 77 | 165 |
| | 564 | 473 | 576 |
| **Expenses** | | | |
| Voted: | | | |
| Alberta member | - | 69 | - |
| Electoral Boundaries Commission | 351 | 294 | 738 |
| Financial management and administrative services | 1,254 | 1,177 | 1,195 |
| Government members' services | 3,669 | 2,866 | 2,986 |
| House services | 8,941 | 7,294 | 7,243 |
| Human resource services | 1,353 | 1,110 | 1,245 |
| Independent Members' services - Mr. Boutilier MLA | 164 | 134 | 115 |
| Independent Members' services - Dr. Sherman MLA | - | 54 | - |
| Information technology services | 3,850 | 4,310 | 3,663 |
| Legislative committees | 2,699 | 2,102 | 2,157 |
| Legislature Library | 2,764 | 2,236 | 2,409 |
| MLA Administration | 30,362 | 28,446 | 29,639 |
| NDP Opposition services | 561 | 552 | 575 |
| Office of the Speaker | 550 | 537 | 537 |
| Official Opposition services | 1,537 | 1,423 | 1,545 |
| Wildrose Alliance Opposition services | 395 | 406 | 117 |
| | 58,450 | 53,010 | 54,164 |
| **Valuation Adjustments:** | | | |
| Capitalization of assets expensed as supplies (Note 3b) | | (1,272) | (1,183) |
| Amortization of capital assets (Note 3b) | | 807 | 1,042 |
| Provision for (reduction in) members' transition allowance liability (Note 6) | | 1,401 | (452) |
| Provision for (reduction in) vacation pay liability | | (29) | 134 |
| Net consumption of inventory | | 4 | 49 |
| Provision for premium adjustment deposit account | | (30) | - |
| | - | 881 | (410) |
| | 58,450 | 53,891 | 53,754 |
| **Net operating results** | **($57,886)** | **($53,418)** | **($53,178)** |

The accompanying notes and schedules are part of these financial statements.

# Statement of Cash Flows

| Year ended March 31, 2011 (In thousands) | 2011 | 2010 |
|---|---|---|
| **Operating transactions** | | |
| Net operating results | ($53,418) | ($53,178) |
| Add non-cash charges: | | |
| Amortization of capital assets | 807 | 1,042 |
| Increase (decrease) in vacation pay liability | (29) | 134 |
| Decrease in accounts receivable and advances | 56 | 108 |
| Decrease in inventory | 4 | 49 |
| Increase (decrease) in accounts payable and accrued liabilities | 126 | (367) |
| Increase in transition allowance liability | 4,342 | 4,061 |
| Cash used by operating transactions | (48,112) | (48,151) |
| **Investing transactions:** | | |
| Acquisition of capital assets | (1,272) | (1,183) |
| **Financing Transactions:** | | |
| Net transfer from general revenues | 53,796 | 51,183 |
| Net cash provided | 4,412 | 1,849 |
| Cash, beginning of year | 29,692 | 27,843 |
| Cash, end of year | **$34,104** | **$29,692** |

The accompanying notes and schedules are part of these financial statements.

# Notes to the Financial Statements

Year ended March 31, 2011

**Note 1** Authority

The Legislative Assembly Office (the "Office") is operated under the authority of the *Legislative Assembly Act*. Annual operating budgets are approved by the Special Standing Committee on Members' Services.

**Note 2** Purpose

Within the traditions of parliamentary democracy as constitutionally established in Alberta, the Legislative Assembly Office will:

1. Support the Speaker of the Legislative Assembly in carrying out the duties of office.
2. Support Members by providing services, advice, information and infrastructure required to carry out their roles as elected representatives.
3. Record the proceedings and maintain and preserve the records of the Legislative Assembly.
4. Inform and educate the public on behalf of Members and the institution of Parliament.
5. Provide a positive, productive, healthy and secure environment for Members and staff of the Assembly.
6. Support the Assembly in protecting its institutions and privileges.
7. Support the exchange of ideas/information among parliaments.
8. Build partnerships with external clients in support of the institution of parliament.

**Note 3** Summary of Significant Accounting Policies and Reporting Practices

These financial statements are prepared in accordance with Canadian public sector accounting standards.

**a) Reporting Entity**

The reporting entity is the Legislative Assembly Office, for which the Clerk of the Legislative Assembly is responsible.

The Office operates within the General Revenue Fund (the "Fund"). The Fund is administrated by the Minister of Finance and Enterprise. All receipts of the Office are deposited into the Fund and all disbursements made by the Office are paid from the Fund. The net transfer from the Fund is the difference between all cash receipts and all cash disbursements made.

**b) Basis of Financial Reporting**

**Revenues**

All revenues are reported on the accrual basis of accounting.

**Expenses**

Expenses represent the costs of resources consumed during the year in the Office's operations.

**Valuation Adjustments**

Valuation adjustments include changes in the valuation allowances used to reflect assets at their net recoverable or other appropriate value. Valuation adjustments also represent the change in management's estimate of future payments arising from obligations relating to vacation pay and transition allowance.

**Assets**

Financial assets of the Office are limited to financial claims such as cash, advances to and accounts receivable from other organizations, employees and other individuals.

Inventory held for resale is reported at the lower of cost and net realizable value.

Tangible capital assets of the Office are recorded at cost and amortized on a straight-line basis over the estimated useful lives of the assets. An asset is deemed a capital item if its invoiced cost is $5,000 (or greater) per item or if an assembly of connected components makes a whole asset (inclusive of labour, shipping, consulting, et cetera). The amortization periods are as follows:

| | |
|---|---|
| Computer hardware and software | 3 years |
| Other equipment | 5 years |
| Furniture | 10 years |

The Office follows government budgetary practices that allow funds from an operating budget to be used to purchase tangible capital assets. These purchases are included in expenses on the statement of operations, but are then removed from expenses through a valuation adjustment and are capitalized and amortized over their useful lives.

The fair value of cash and accounts receivable and advances are estimated to approximate their carrying values.

**Liabilities**

Liabilities include all financial claims payable by the Office at fiscal year end.

The Members' transition allowance is estimated based on Members' years of service and their most recent remuneration amounts. The annual charge is the amount that is estimated to have been earned by Members during the year.

The fair values of accounts payable and accrued liabilities and Members' transition allowance are estimated to approximate their carrying values.

**Net Assets**

Net assets represent the difference between the value of assets held by the Office and its liabilities.

**Note 4** Tangible Capital Assets (in thousands)

| | Furniture | Computer hardware and software | Other equipment | 2011 Total | 2010 Total |
|---|---|---|---|---|---|
| Estimated Useful Life | 10 years | 3 years | 5 years | | |
| Historical Cost | | | | | |
| Beginning of Year | $3,148 | $2,603 | $1,219 | $6,970 | $6,434 |
| Additions | 31 | 34 | 1,207 | 1,272 | 1,183 |
| Disposals | - | ($346) | - | ($346) | ($647) |
| | $3,179 | $2,291 | $2,426 | $7,896 | $6,970 |
| Accumulated Amortization | | | | | |
| Beginning of Year | $1,893 | $2,465 | $494 | $4,852 | $4,457 |
| Amortization Expense | 282 | 80 | 445 | $807 | 1,042 |
| Effect of Disposals | - | ($346) | - | ($346) | ($647) |
| | $2,175 | $2,199 | $939 | $5,313 | $4,852 |
| Net Book Value at March 31, 2011 | **$1,004** | **$92** | **$1,487** | **$2,583** | - |
| Net Book Value at March 31, 2010 | **$1,255** | **$138** | **$726** | | **$2,118** |

**Note 5** Expenses Incurred by Alberta Infrastructure (in thousands)

The Office had the following transaction with Alberta Infrastructure for which no consideration was exchanged. The amount for this transaction is estimated based on the actual costs incurred by Alberta Infrastructure to provide the service. The estimated cost for the service is $3,155 (2010 – $733).

**Note 6** Members' Transition Allowance Liability (in thousands)

The Office implemented a Members' transition allowance on October 1, 1998. The provisions of the allowance were established in accordance with the Members' Allowances Order (RMSC 1992, c. M-1, as amended, Section 9).

A transition allowance is paid to every Member at the time of dissolution of the Legislature unless they are re-elected in the next election. Members who resign their seats are also eligible for the allowance.

Under section 9 the amount paid for service commencing on or after March 20, 1989, is determined by multiplying three months' salary, based on the average monthly salary for the three calendar years in which the person received their highest salary, by the number of years the person served as a Member on or after March 20, 1989. "Salary" is defined in section 9(1). For service periods prior to March 20, 1989, the allowance is calculated by multiplying the highest rate of a Member's monthly indemnity and expense allowances for one month for every year of service prior to March 20, 1989, with no restrictions. There is no credit for years of service for which the Member has previously received a payment under section 9 or the predecessor section. Eligible recipients may elect to be paid the allowance over a period of up to four years.

In the event of death of an active Member a transition allowance equivalent to the amount owed at passing is paid to the Member's estate.

| | 2011 | 2010 |
|---|---|---|
| Liability at beginning of year | $22,378 | $18,317 |
| Total transition allowance payments | (283) | (712) |
| Total transition allowance expense | 4,626 | 4,773 |
| Liability at end of year | **$26,721** | **$22,378** |
| | | |
| Voted expense | $3,225 | $5,225 |
| Valuation adjustment | 1,401 | (452) |
| Total transition allowance expense | **$4,626** | **$4,773** |

**Note 7** Defined Benefit Plans (in thousands)

The Office participates in the following multi-employer pension plans: Management Employees Pension Plan and Public Service Pension Plan. The Office also participates in the multi-employer Supplementary Retirement Plan for Public Service Managers. The expense for these pension plans is equivalent to the annual contributions of $1,739 for the year ended March 31, 2011 (2010 – $1,545).

At December 31, 2010, the Management Employees Pension Plan reported a deficiency of $387,087 (2009 – deficiency of $483,199) and the Public Service Pension Plan reported a deficiency of $2,067,151 (2009 – deficiency of $1,729,196). At December 31, 2010, the Supplementary Retirement Plan for Public Service Managers had a deficiency of $39,559 (2009 – deficiency of $39,516).

The Office also participates in two multi-employer Long Term Disability Income Continuance Plans. At March 31, 2011, the Bargaining Unit Plan reported an actuarial deficiency of $4,141 (2010 – deficiency of $8,335) and the Management, Opted Out and Excluded Plan an actuarial surplus of $7,020 (2010 – surplus of $7,431). The expense for these two plans is limited to the employer's annual contributions for the year.

**Note 8** Budget (in thousands)

| Expenses: | |
|---|---|
| 2010-2011 budget[a] | $58,450 |
| 2010-2011 actual expenses (excluding valuation adjustments) | (53,010) |
| 2010-2011 unexpended (excluding valuation adjustments) | **$5,440** |

[a] 2010-11 Offices of the Legislative Assembly Estimates, presented February 9, 2010.

**Note 9** Contractual Obligations (in thousands)

The aggregate amounts payable in 2012 for unexpired contracts is as follows:

| | 2012 | 2011 |
|---|---|---|
| Leased properties | $1,600 | $1,545 |
| Office equipment rentals | 300 | 333 |
| Consulting | 390 | 0 |
| | $2,290 | $1,878 |

**Note 10** Contingent Liabilities (in thousands)

At March 31, 2011, the Office is a defendant in one legal claim (2010 – none). The specified amount is $450 (2010 - $0). The Office has been named jointly with another entity in this legal claim (2010 – none).

The resulting loss, if any, from this claim cannot be determined.

**Note 11** Approval of Financial Statements

These financial statements were approved by the Clerk of the Legislative Assembly.

**Schedule 1**

## Expenses - Directly Incurred Detailed by Object

| Year ended March 31, 2011 | 2011 | | 2010 |
|---|---|---|---|
| | BUDGET (note 8) | ACTUAL | ACTUAL |
| Expenses: | | | |
| Salaries, wages and employer contributions | $24,656,840 | $22,455,675 | $21,962,946 |
| Supplies and services | 17,002,117 | 14,619,865 | 14,354,883 |
| Grants | 7,000 | 450 | 450 |
| Payments to MLAs and Executive Council | 16,784,043 | 15,933,909 | 17,846,256 |
| Total voted expenses | $58,450,000 | $53,009,899 | $54,164,535 |

**Schedule 2**

# Salary and Benefits Disclosure

For the year ended March 31, 2011

| | Base Salary[1] | Other Cash Benefit[2] | Other Non-cash Benefit[3] | 2011 Total | 2010 Total |
|---|---|---|---|---|---|
| **Senior official** | | | | | |
| Clerk of the Legislative Assembly[4] | $264,576 | $1,750 | $56,549 | $322,875 | $327,123 |
| **Senior Management Team** | | | | | |
| Senior Parliamentary Counsel and Director of House Services[5] | 174,436 | 1,750 | 61,320 | 237,506 | 211,522 |
| Law Clerk and Director of Interparliamentary Relations[6] | 174,436 | 1,750 | 45,699 | 221,855 | 211,547 |
| Director of Human Resource, Information Technology & Broadcast Services[7] | 172,400 | 1,750 | 42,239 | 216,389 | 206,248 |
| Clerk Assistant and Director of House Services[8] | 108,201 | 41,019 | 25,535 | 174,755 | 170,365 |
| Director of Financial Management and Administrative Services and Senior Financial Officer | 132,024 | 1,750 | 32,360 | 166,134 | 164,650 |
| Director of Visitor, Ceremonial, & Security Services and Sergeant-At-Arms | 129,864 | 1,750 | 31,863 | 163,477 | 161,826 |
| Legislature Librarian[9] | 21,266 | 8,316 | 5,140 | 34,722 | 159,093 |

[1] Base salary includes pensionable base pay.

[2] Other cash benefits include vacation payouts and lump sum payments. There were no bonuses paid in 2010-2011. No Learning and Wellness Accounts reimbursements were made in 2010-2011.

[3] Other non-cash benefits include the Legislative Assembly Office's share of all employee benefits and contributions or payments made on behalf of employees, including pension, supplementary retirement plans, health care, dental coverage, group life insurance, short- and long-term disability plans, WCB premiums, professional memberships and tuition fees.

[4] Automobile provided; no dollar amount included in other non-cash benefits.

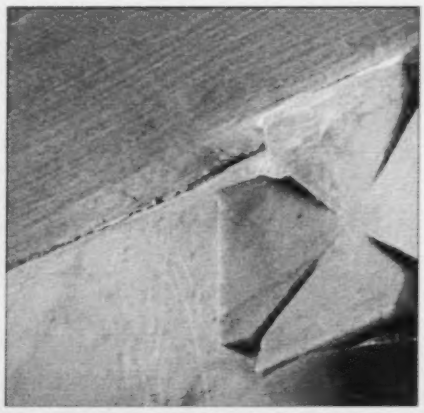
[5] Previously described as Senior Parliamentary Counsel.

[6] Previously described as Senior Parliamentary Counsel.

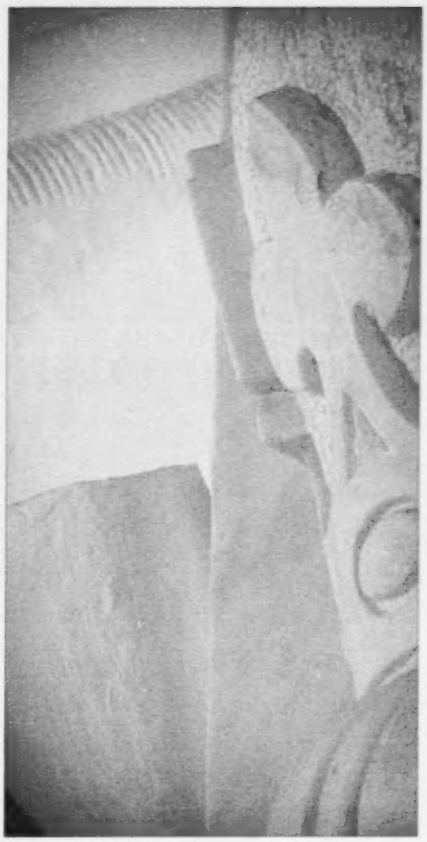
[7] Previously described as Director, Information Technology and Human Resource Services.

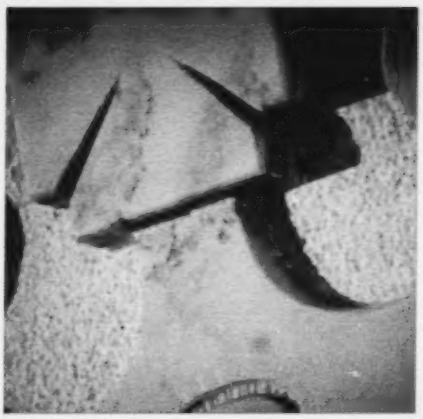
[8] This position became vacant on January 14, 2011, upon the retirement of the former incumbent. The title and duties of Director of House Services are now included with the Senior Parliamentary Counsel as noted.

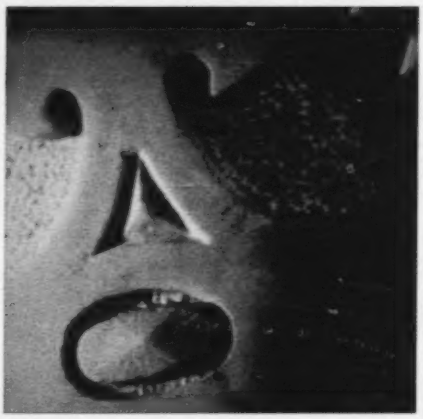
[9] The position was occupied by two individuals through the year. However, the amounts noted apply only to the former incumbent. This position ceased being included as part of the Senior Management Team as of May 31, 2010.

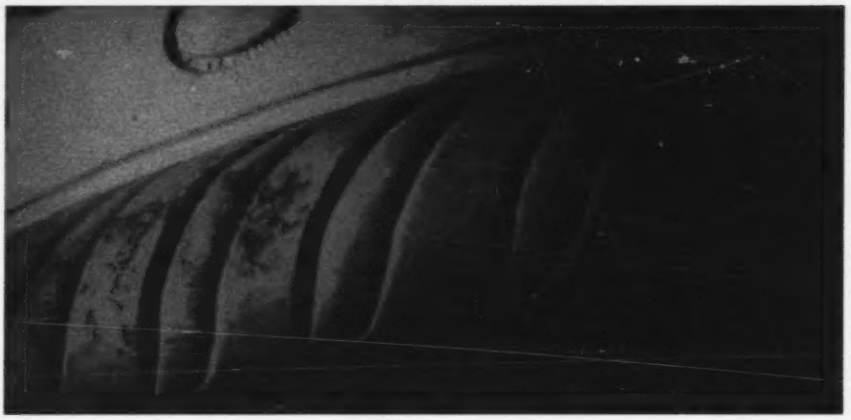


# Commonwealth Parliamentary Association, Alberta Branch









# Secretary's Report

**Experience is the best teacher**

There really is no clear-cut course on how to be an MLA. In fact, it is through experience that much of the parliamentary knowledge is gained. This is where interparliamentary opportunities can prove extremely valuable, especially for new MLAs navigating the learning curve. Parliamentary organizations such as the CPA, the Council of State Governments, the Assemblée parliamentaire de la Francophonie, the Parliamentary Confederation of the Americas and the Partnership of Parliaments afford MLAs rare opportunities to compare notes with other elected officials from around the world and learn from others' successes and challenges. I can think of no better way for Alberta's MLAs to improve their understanding and expand their knowledge of all things parliamentary.

The Alberta Branch of the CPA participated in 10 such conferences in 2011. A few of the more notable include the Canadian Regional Presiding Officers' Conference in Iqaluit, Nunavut; the Canadian Regional Conference of the CPA in Charlottetown, Prince Edward Island; and the National Conference of State Legislatures in San Antonio, Texas. While the locales could not have been more different, one didn't have to look far to find commonality between all three conferences. Whether discussing energy matters, ethics or committee reform, the wealth of experience and breadth of knowledge are dwarfed only by the considerable range of perspectives. I find this often is the case with parliamentary relations simply because while the fine details of an issue may vary from region to region, at the provincial and state level many of the broad concerns dealt with by legislators are similar. The truly exciting part is comparing notes on the possible approaches to the issues at hand. These varying points of view are invaluable as they help legislators to see all sides of an issue.

As Secretary of the Alberta Branch of the CPA, I attended three interparliamentary activities in 2011. The experiences I had at the Canadian Regional Presiding Officers' Conference, the CPA Commonwealth Conference in London, England, and the State Legislative Leaders Foundation meeting in Barcelona, Spain, were as memorable for their professional exchange of information, ideas and best practices as they were for their locations and cultural programs.

Since becoming Clerk of the Legislative Assembly and Secretary of the Alberta Branch of the CPA in 1987, I have frequently been reminded through my own experiences and those of the Members that interparliamentary activities can sometimes be the most rewarding of all professional development activities.

**W.J. David McNeil,**
**Secretary of the Alberta Branch of the CPA and**
**Clerk of the Legislative Assembly**

# Commonwealth Parliamentary Association

Members of the Legislative Assembly | Alberta Branch

**HON. CINDY ADY**
CALGARY-SHAW

Minister of Tourism, Parks and Recreation (to 10/12/11)

**KEN ALLRED**
ST. ALBERT

**MOE AMERY**
CALGARY-EAST

**ROB ANDERSON**
AIRDRIE-CHESTERMERE

WA Opposition House Leader

**CARL BENITO**
EDMONTON-MILL WOODS

**HON. EVAN BERGER**
LIVINGSTONE-MACLEOD

Parliamentary Assistant, Sustainable Resource Development (to 10/12/11)

Minister of Agriculture and Rural Development (from 10/12/11)

**NARESH BHARDWAJ**
EDMONTON-ELLERSLIE

Parliamentary Assistant, Health and Wellness (from 10/12/11)

**HON. MANMEET SINGH BHULLAR**
CALGARY-MONTROSE

Minister of Service Alberta (from 10/12/11)

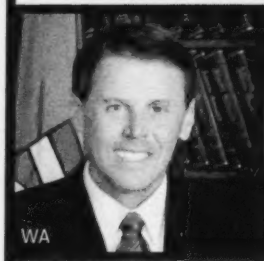
Parliamentary Assistant, Municipal Affairs (to 10/12/11)

**HON. LINDSAY BLACKETT**
CALGARY-NORTH WEST

Minister of Culture and Community Spirit (from 10/12/11)

**LAURIE BLAKEMAN**
EDMONTON-CENTRE

Official Opposition House Leader




**GUY BOUTILIER**
FORT MCMURRAY-WOOD BUFFALO

**DR. NEIL BROWN, QC**
CALGARY-NOSE HILL

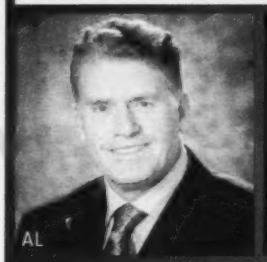
**PEARL CALAHASEN**
LESSER SLAVE LAKE

**ROBIN CAMPBELL**
WEST YELLOWHEAD

Government Whip

**WAYNE CAO**
CALGARY-FORT

Deputy Speaker, Chair of Committees




**HARRY B. CHASE**
CALGARY-VARSITY

Official Opposition Whip (to 10/16/11)

**HON. CAL DALLAS**
RED DEER-SOUTH

Minister of Intergovernmental, International and Aboriginal Relations (from 10/12/11)

Parliamenatry Assistant, Finance and Enterprise (to 10/12/11)

**HON. RAY DANYLUK**
LAC LA BICHE-ST. PAUL

Minister of Infrastructure (to 10/12/11)

Minister of Transportation (from 10/12/11)

**ALANA DELONG**
CALGARY-BOW

Parliamentary Assistant, Seniors (from 10/12/11)

**HON. JONATHAN DENIS, QC**
CALGARY-EGMONT

Solicitor General and Minister of Public Security (from 10/12/11)

Deputy Government House Leader

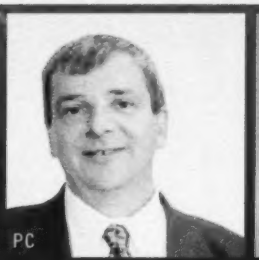
**ARNO DOERKSEN**
STRATHMORE-BROOKS

Deputy Government Whip (to 10/12/11)

Parliamentary Assistant, Human Services (from 10/12/11)

**WAYNE DRYSDALE**
GRANDE PRAIRIE-WAPITI

Deputy Government Whip (from 10/12/11)




**DOUG ELNISKI**
EDMONTON-CALDER

**HON. IRIS EVANS**
SHERWOOD PARK

Acting Minister of Advanced Education and Technology (to 10/12/11)

Minister of International and Intergovernmental Relations (to 10/12/11)

**KYLE FAWCETT**
CALGARY-NORTH HILL

Parliamentary Assistant, Treasury Board and Enterprise (from 10/12/11)

**HEATHER FORSYTH**
CALGARY-FISH CREEK

WA Opposition Whip

**HON. YVONNE FRITZ**
CALGARY-CROSS

Minister of Children and Youth Services (to 10/12/11)

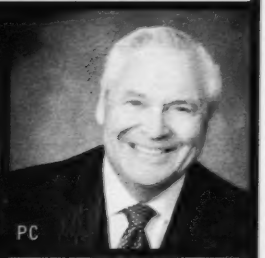
**HON. HECTOR G. GOUDREAU**
DUNVEGAN-CENTRAL PEACE

Minister of Municipal Affairs (to 10/12/11)

**HON. DOUG GRIFFITHS**
BATTLE RIVER-WAINWRIGHT

Minister of Municipal Affairs (from 10/12/11)

Parliamentary Assistant, Finance and Enterprise (to 02/15/11)




**GEORGE GROENEVELD**
HIGHWOOD

**HON. DAVE HANCOCK, QC**
EDMONTON-WHITEMUD

Government House Leader

Minister of Human Services (from 10/12/11)

Minister of Education (to 10/12/11)

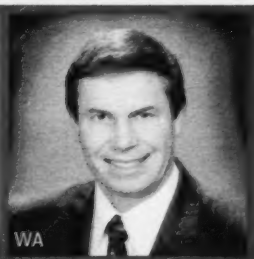
**HON. JACK HAYDEN**
DRUMHELLER-STETTLER

Minister of Tourism, Parks and Recreation (from 10/12/11)

Minister of Agriculture and Rural Development (to 10/12/11)

**KENT HEHR**
CALGARY-BUFFALO

Deputy Leader of the Alberta Liberals (from 09/22/11)



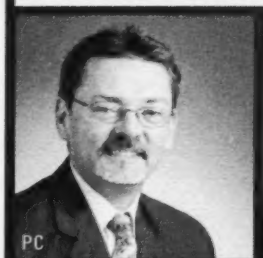

**PAUL HINMAN**
CALGARY-GLENMORE

WA Opposition Deputy Leader

**HON. FRED HORNE**
EDMONTON-RUTHERFORD

Minister of Health and Wellness (from 10/12/11)

Parliamentary Assistant, Health and Wellness (to 10/12/11)




**HON. DOUG HORNER**
SPRUCE GROVE-STURGEON-ST. ALBERT

Deputy Premier (to 02/04/11)

Minister of Advanced Education and Technology (to 02/04/11)

President of Treasury Board and Enterprise (from 10/12/11)

**HON. MARY ANNE JABLONSKI**
RED DEER-NORTH

Minister of Seniors and Community Supports (from 10/12/11)

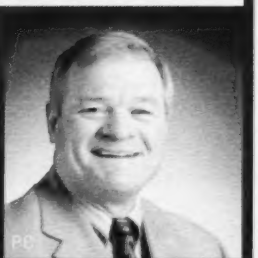
**BROYCE JACOBS**
CARDSTON-TABER-WARNER

Parliamentary Assistant, Agriculture and Rural Development (to 10/12/11)

**HON. JEFF JOHNSON**
ATHABASCA-REDWATER

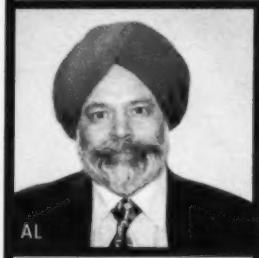
Minister of Infrastructure (from 10/12/11)

Parliamentary Assistant, Treasury Board (Oil Sands Sustainable Development Secretariat) (to 10/12/11)




**ART JOHNSTON**
CALGARY-HAYS

Parliamentary Assistant, Executive Council (from 10/12/11)




**DARSHAN S. KANG**
CALGARY-MCCALL

Offical Opposition Whip
(from 11/22/11)

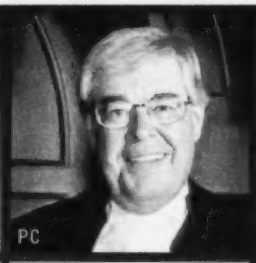
**HON. HEATHER KLIMCHUK**
EDMONTON-GLENORA

Minister of Service Alberta
(to 10/12/11)

Minister of Culture and Community Services
(from 10/12/11)

**HON. MEL KNIGHT**
GRANDE PRAIRIE-SMOKY

Minister of Sustainable Resource Development
(to 10/12/11)




**HON. KEN KOWALSKI**
BARRHEAD-MORINVILLE-WESTLOCK

Speaker

**GENIA LESKIW**
BONNYVILLE-COLD LAKE

**HON. RON LIEPERT**
CALGARY-WEST

Minister of Energy (to 10/12/11)

Minister of Finance
(from 10/12/11)

**FRED LINDSAY**
STONY PLAIN

**HON. THOMAS A. LUKASZUK**
EDMONTON-CASTLE DOWNS

Deputy Government House Leader (to 10/12/11)

Minister of Employment and Immigration (to 10/12/11)

Minister of Education
(from 10/12/11)

**TY LUND**
ROCKY MOUNTAIN HOUSE

**HUGH MACDONALD**
EDMONTON-GOLD BAR

**RICHARD MARZ**
OLDS-DIDSBURY-THREE HILLS

**BRIAN MASON**
EDMONTON-HIGHLANDS-NORWOOD

Leader of the ND Opposition

**BARRY MCFARLAND**
LITTLE BOW

Parliamentary Assistant, Agriculture and Rural Development (from 10/12/11)

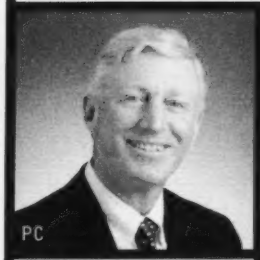
**HON. DIANA MCQUEEN**
DRAYTON VALLEY-CALMAR

Minister of Environment and Water (from 10/12/11)

Parliamentary Assistant, Energy (to 10/12/11)

**LEN MITZEL**
CYPRESS-MEDICINE HAT

Parliamentary Assistant, Transportation (from 10/27/11)




**HON. TED MORTON**
FOOTHILLS-ROCKY VIEW

Minister of Energy (from 10/12/11)

Minister of Finance and Enterprise (to 01/28/11)

**RACHEL NOTLEY**
EDMONTON-STRATHCONA

ND Opposition House Leader

**HON. FRANK OBERLE**
PEACE RIVER

Minister of Sustainable Resource Development (from 10/12/11)

Solicitor General and Minister of Public Security (to 10/12/11)

**HON. VERLYN OLSON, QC**
WETASKIWIN-CAMROSE

Deputy Government House Leader (from 02/18/11)

Minister of Justice and Attorney General (from 02/18/11)

**HON. LUKE OUELLETTE**
INNISFAIL-SYLVAN LAKE

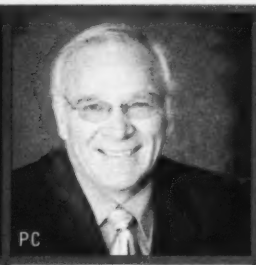
Minister of Transportation (to 10/12/11)

**BRIDGET A. PASTOOR**
LETHBRIDGE-EAST

Official Opposition Deputy Whip (to 10/16/11)

Official Opposition Whip (to 11/21/11)

PC (from 11/21/11)




**RAY PRINS**
LACOMBE-PONOKA

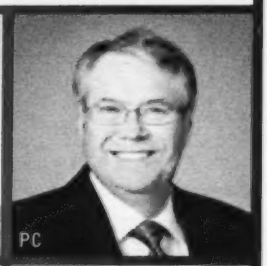
**DAVE QUEST**
STRATHCONA

**HON. ALISON REDFORD, QC**
CALGARY-ELBOW

Deputy Government House Leader (to 02/16/11)

Minister of Justice and Attorney General (to 02/16/11)

Premier, President of Executive Council (from 10/07/11)




**HON. ROB RENNER**
MEDICINE HAT

Deputy Government House Leader (to 10/12/11)

Minister of Environment (to 10/12/11)

**DAVE RODNEY**
CALGARY-LOUGHEED

Parliamentary Assistant, Sustainable Resource Development (from 10/12/11)

**GEORGE ROGERS**
LEDUC-BEAUMONT-DEVON

**PETER SANDHU**
EDMONTON-MANNING

**JANICE SARICH**
EDMONTON-DECORE

Parliamentary Assistant, Education (2011)

**DR. RAJ SHERMAN**
EDMONTON-MEADOWLARK

Leader of the Official Opposition (from 10/10/11)

AL (from 10/10/11)

**HON. LLOYD SNELGROVE**
VERMILION-LLOYDMINSTER

Minister of Finance and Enterprise (to 10/12/11)

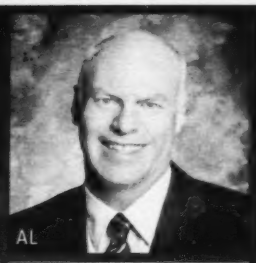
President of Treasury Board (to 10/12/11)

**HON. ED STELMACH**
FORT SASKATCHEWAN-VEGREVILLE

Premier, President of Executive Council (to 10/07/11)

**DR. DAVID SWANN**
CALGARY-MOUNTAIN VIEW

Leader of the Official Opposition (to 09/12/11)




**DR. KEVIN TAFT**
EDMONTON-RIVERVIEW

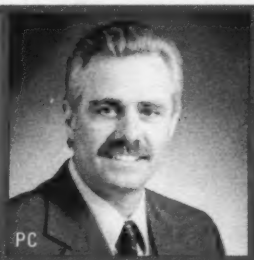
Official Opposition Deputy Whip (from 11/22/11)

**JANIS TARCHUK**
BANFF-COCHRANE

**DAVE TAYLOR**
CALGARY-CURRIE

**HON. GEORGE VANDERBURG**
WHITECOURT-STE. ANNE

Minister of Seniors (from 10/12/11)

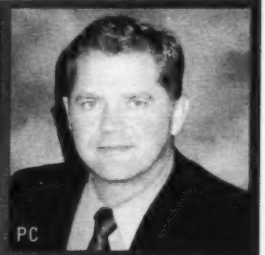



**TONY VANDERMEER**
EDMONTON-BEVERLY-CLAREVIEW

**HON. GREG WEADICK**
LETHBRIDGE-WEST

Minister of Advanced Education and Technology (from 02/18/11)

Parliamentary Assistant, Advanced Education and Technology (to 02/18/11)




**HON. LEN WEBBER**
CALGARY-FOOTHILLS

Minister of Aboriginal Relations (to 10/12/11)

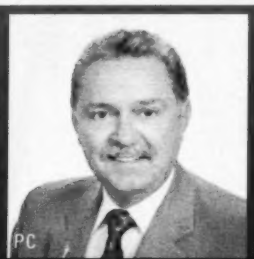
**TERESA WOO-PAW**
CALGARY-MACKAY

Parliamentary Assistant, Employment and Immigration

**DAVID XIAO**
EDMONTON-MCCLUNG

Parliamentary Assistant, Energy (from 10/27/11)

Parliamentary Assistant, Transportation (from 2011)




**HON. GENE ZWOZDESKY**
EDMONTON-MILL CREEK

Deputy Government House Leader (to 10/12/11)

Minister of Health and Wellness (to 10/12/11)

Deputy Chair of Committees (from 11/21/11)

# Conferences

**Canadian Regional Presiding Officers' Conference**
Iqualuit, Nunavut | January 20-23, 2011

**Delegates**

Len Mitzel, Deputy Chair of Committees
David McNeil, Clerk

**Agenda**

- Inuktitut and Parliamentary Terminology in the Territory
- Speaker's Ruling Concerning Parliament's Power To Ask for Papers
- Ethics for Presiding Officers
- Recent Changes Regarding Members' Allowances in Manitoba
- Code of Ethics for Members
- Preservation of the History of the Yukon Legislative Assembly
- Partnership of Parliaments: An Overview of the Relationship between German and Canadian Parliaments

**Partnership of Parliaments**
Germany | June 18-29, 2011

**Delegates**

Manmeet Bhullar, MLA Calgary-Montrose
George Rogers, MLA Leduc-Beaumont-Devon
Janice Sarich, MLA Edmonton-Decore
Victor Doerksen, MLA Strathmore-Brooks

**Agenda**

- Overview of Canadian-German relations, including trade relations
- Tour of German Bundestag (Parliament) and Bundesrat (Senate)
- Tour of Saxony (German province twinned with Alberta), including city of Dresden
- Tours of Cologne, Bonn and Dusseldorf

**49th Canadian Regional Conference CPA**
Charlottetown, Prince Edward Island | July 13-19, 2011

**Delegates**

Hon. Ken Kowalski, Speaker
Jeff Johnson, MLA Athabasca-Redwater
Dave Quest, MLA Strathcona
Pearl Calahasen, MLA Lesser Slave Lake
Evan Berger, MLA Livingstone-Macleod
George VanderBurg, MLA Whitecourt-St. Anne
Paul Hinman, MLA Calgary-Glenmore
Genia Leskiw, MLA Bonnyville-Cold Lake
Teresa Woo-Paw, MLA Calgary-Mackay
Susan Purdie, Special Assistant to the Speaker

**Agenda**

- A model Parliament for Canada – A national institution for training future parliamentarians and a laboratory for testing parliamentary reforms
- How to give more value to the role of elected Members and parliamentary institutions in the face of growing cynicism among citizens
- CPA 101: An overview of the Commonwealth Parliamentary Association, the CPA Canadian region and the CPA Working Party
- What not to do to your neighbours: The 2011 Manitoba 1-in-300-years flood experience
- Committee reform and the estimates process
- The role of the whip in the Westminster parliamentary system
- Government reform: Increasing the role of caucus
- Reflections on presiding over a minority parliament and on his term as the longest-serving federal Speaker in Canadian history – Hon. Peter Milliken, Former Speaker of the House of Commons, Canada

**Report**

The conference was hosted by Hon. Kathleen Casey, Speaker of the Legislative Assembly of Prince Edward Island, and the Prince Edward Island (P.E.I.) branch. The Canadian branch of the Commonwealth Women Parliamentarians (CWP) Network Steering Committee met July 14. This meeting was followed by three CWP business sessions.

- Engaging Women, Transforming Cities: Designing an Ideal City for Women and Girls
- Women in Leadership: P.E.I.'s Famous Five
- Controlling Your Message Using Today's Tools of the Trade

The official opening of the Canadian Regional Conference began July 15. The Canadian Regional Council meeting was held July 16 and was attended by Hon. Ken Kowalski, Speaker. All Members who attended the conference appreciated the opportunity to meet and discuss items of interest with other Members from across Canada, Kenya, Western Australia, Trinidad and Tobago, Sri Lanka, Tasmania, New South Wales, Australia and Guernsey.

**57th CPA Commonwealth Parliamentary Conference**
London, England | July 21-29, 2011

**Delegates**

Hon. Ken Kowalski, Speaker
David McNeil, Clerk

**State Legislative Leaders Foundation**
Barcelona, Spain | July 27-31, 2011

**Delegates**

Hon. Ken Kowalski, Speaker
David McNeil, Clerk

**National Conference of State Legislatures**
San Antonio, Texas, U.S.A. | August 6-12, 2011

**Delegates**

Ray Prins, MLA Lacombe-Ponoka
Carl Benito, MLA Edmonton-Mill Woods
Diana McQueen, MLA Drayton Valley-Calmar
David Xiao, MLA Edmonton-McClung
Tony Vandermeer, MLA Edmonton-Beverly-Clareview
Ken Allred, St. Albert
Bev Alenius, Executive Assistant to the Speaker

**Agenda**

- Energy Policy Summit – Fueling Tomorrow's Transportation (Panel)
- International Trade Panel
- Women's Legislative Network
- Is It Possible To Craft a Sensible Energy Policy?
- iPads and Tablets in the Legislature
- The Climb to Success: Going from Good to Great with Jim Collins
- Politics, Policy and Polls: What Americans Think Today
- Texas Governor Rick Perry: Fed Up Regulations
- Pain at the Pump

**Public Accounts Committees Conference**
Halifax, Nova Scotia | August 28-30, 2011

**Delegates**

David Rodney, MLA Calgary-Lougheed
Len Mitzel, MLA Cypress-Medicine Hat
Peter Sandhu, MLA Edmonton-Manning

**Agenda**

- Improving Public Accounts Committee Effectiveness – the U.K. Perspective
- Changes to the Manitoba Public Accounts Committee (Panel)
- Public Accounts Committee-Auditor General Collaboration
- Effective Questions in Public Accounts Committee Sessions
- Chairs/Vice-chairs Speak Your Mind

**Delegate's Report**

Dave Rodney, MLA Calgary-Lougheed

The Annual Conference of the Canadian Council of Public Accounts Committees was held in Halifax from August 28 to 30, 2011, and I was honoured to attend as deputy chair of the Public Accounts Committee for the Legislative Assembly of Alberta.

Improving PAC Effectiveness — the U.K. Perspective featured the Rt. Hon. MP Margaret Hodge, chair of the Public Accounts Committee, House of Commons, United Kingdom. It was interesting to learn that the equivalent of our committee is the most respected committee of the Assembly and that it is extremely high profile with respect to media. Despite this (and partially because of this), their committee experience problems that we do not encounter here.

Changes to the Manitoba PAC utilized a panel from that province which is doing its best to catch up with a number of jurisdictions (including Alberta) regarding best practices.

GPI Atlantic is an independent, nonprofit research and education organization committed to the development of the genuine progress index (GPI), a new measure of sustainability, well-being and quality of life. The Kingdom of Bhutan utilizes this model. Whether this is a more effective measure that the western world adopts is yet to be discerned.

PAC-AG Collaboration was an interactive session based on CCAF attributes of an effective PAC, with voting technology to elicit participant views. There were no real surprises in the opinions and observations of elected representatives, Auditors General and staff.

Effective Questions in PAC Sessions was hosted in the Nova Scotia Legislative Chamber. It featured video clips and simulations which provoked discussions and generated strategies for effective questioning. Many delegates appreciated what I was able to share about the Alberta experience since we utilize a number of strategies that other jurisdictions simply have not yet contemplated.

Chairs/Vice-chairs Speak your Mind was a rather lively session, and although it has not been the practice of the current Alberta chair to attend this conference, I would highly suggest it for this session alone. In sharing the best practices in our province, it became clear that Alberta is the Public Accounts leader in Canada.

**Parliamentary Confederation of the Americas (COPA)**
Quebec City, Quebec | September 6-9, 2011

**Delegates**

Hon. Guy Boutilier, MLA Fort McMurray-Wood Buffalo
Bridget Pastoor, MLA Lethbridge-East
Richard Marz, MLA Olds-Didsbury-Three Hills

**Agenda**

- Reducing Child Mortality Rate
- Postsecondary and Secondary School Increases for Persons Aged 25 and Older
- Reducing the Gender Wage Gap
- Protection of Water Resources

**CPA Canadian Regional Seminar**
Fredericton, New Brunswick | November 3-6, 2011

**Delegate**

Moe Amery, MLA Calgary-East

**Agenda**

- Decorum in the House!
- Political Parties
- Women in Politics
- Role of the Private Independent Member

**Council on Governmental Ethics Laws (COGEL)**
Nashville, Tennessee, U.S.A. | December 4-7, 2011

**Delegates**

Lindsay Blackett, MLA Calgary-North West
Laurie Blakeman, MLA Edmonton-Centre
Paul Hinman, MLA Calgary-Glenmore

**Agenda**

- Electronic Filing Round-table
- Local Agency Round-table
- International Perspectives Round-table
- Plenary Session: What's Working for You? An Interactive Session
- Ethics Update
- The Ethics of Using Social Media – Can You Manage the Cloud?
- Redistricting Models
- Independent Expenditures in the Spotlight
- The Ins and Outs of Online Public Disclosure
- Elections Update: Current Trends in Legislation and Litigation
- Freedom of Information Legislation and Litigation Update
- Keeping All Hands on Deck in a Budgetary Tidal Wave
- Higher Education and the Real World of Governance
- Enforcement Challenges: What Works?
- Dealing with Your Legislature
- Boards, Commissions and Staff: Who Is In Charge Here?
- A Peek Behind the Curtain: Corporate Compliance
- Campaign Finance Update Part I (Litigation)
- Constitutional Challenges to Ethics Laws
- Lobbying Legislation and Litigation Update
- Plenary Session: Guest Speaker – Charles Kolb, President, Committee for Economic Development
- Extending Lobbying, Pay-to-Play and Gift Laws to Contractors
- Campaign Finance Update Part II (Legislation)
- Open Data, Open Government – Intended and Unintended Consequences of Transparency
- Are You Managing the Data Your Agency Collects or Is It Managing You?
- Freedom of Information Round-table
- Mainstream Media Engagement – Get Ahead of the Crisis
- Performance Metrics Round-table
- Freedom of Information – Delays, Excuses – Solutions?
- Maximize Participation Through Use of Technology and New Media
- Leadership Lessons for Transitional Times
- What Does an Ethical Agency Look Like?
- Engage and Educate: Training Regarding Ethical Standards of Conduct, Campaign Finance, Public Records
- Roundup: Regulating Campaign and Lobby Grassroots Activity

**Report**

The conference program covered issues of interest to the Legislative Offices Committee related to its work with the officers of the Legislature, including the Auditor General, Chief Electoral Officer, Child and Youth Advocate, Ethics Commissioner, Information and Privacy Commissioner and Ombudsman.

The program addressed elections, redistricting models, campaign financing, ethics, lobbying, public disclosure and open data policies and information and privacy, with particular emphasis on elections and ethics issues. There were update sessions with respect to ongoing, resolved and new issues and legal matters relating to elections, ethics, lobbying and freedom of information.

Alberta was represented by delegates from the city of Calgary, the office of the Ethics Commissioner, the office of the Chief Electoral Officer and the Legislative Offices Committee. Delegates were also present from the various provincial offices of elections, lobbying, ethics and information and privacy from the provinces of British Columbia, Manitoba, Newfoundland and Labrador, Nova Scotia, Northwest Territories, Ontario and Quebec as well as representatives from those offices within the government of Canada.

> "It is my hope that young Albertans who participate in activities associated with the Commonwealth system will pursue such interests in the future and consider exploring the fields of law, parliamentary affairs and politics."
>
> **Robert Reynolds, QC,**
> **Law Clerk and Director of Interparliamentary Relations**

# Bursaries

Bursaries are presented annually to nominees from TUXIS Parliament of Alberta and the Alberta Girls' Parliament to increase interest in the parliamentary process among young Albertans.

Recipients:

TUXIS Parliament of Alberta – Jennifer Kerr, Edmonton-Glenora constituency

Alberta Girls' Parliament –

Tracy Kitz, Barrhead-Morinville-Westlock constituency
Maryellen Gibson, Lacombe-Ponoka constituency
Kathleen Robertson, Edmonton-Meadowlark constituency

# Grade 6 Essay

A province-wide essay contest is held annually for Grade 6 students to encourage greater awareness of the Commonwealth and the parliamentary system.

1st Place – Lance Moehrenschlager, Calgary-Currie constituency

2nd Place – Jordan Ross Stein, Calgary-Glenmore constituency

3rd Place – Courtney Hebert, Lac La Biche-St. Paul constituency

The Commonwealth Parliamentary Association (CPA) bursary and essay award presentations were held May 18, 2011, in the Carillon Room. The event was hosted by Hon. Ken Kowalski, Speaker of the Legislative Assembly. Congratulations were offered on behalf of the Members: Hon. Heather Klimchuk, Minister of Service Alberta; Ray Prins, MLA Lacombe-Ponoka; Dr. Raj Sherman, MLA Edmonton-Meadowlark; Hon. Ray Danyluk, Minister of Infrastructure; Paul Hinman, MLA Calgary-Glenmore; and Dave Taylor, MLA Calgary-Currie.

# Interparliamentary Relations 2011

The Speaker, Deputy Speaker and Chair of Committees, Deputy Chair of Committees and staff of the Legislative Assembly Office are involved in ongoing liaison with Members and staff of other Parliaments and with other representatives of foreign countries. In 2011 they welcomed the following visitors to Alberta:

**February 14**

His Excellency Teppo Markus Tauriainen
Ambassador of Sweden

**February 16**

Her Excellency Dienne Hardianti Moehario
Ambassador of the Republic of Indonesia

**February 28**

Delegation
Solomon Islands

**March 14**

His Excellency Dr. Andrew Pocock
British High Commissioner

**April 11**

Her Excellency Nouzha Chekrouni
Ambassador of Kingdom of Morocco

**April 21**

Delegation
Heilongjiang Province

**May 9**

His Excellency Zhang Junsai
Ambassador of People's Republic of China

**May 18**

His Excellency Eudaldo Mirapeix
Ambassador of Spain

**June 14**

Mr. Susumu Fukuda
Consul General of Japan

**November 7**

Delegation
National Conference of State Legislatures

**November 7**

Sir Anthony Figgis and Lady Figgis
London, England

**November 7**

Hon. Errol McLeod, Minister of Labour and Small and Micro Enterprise Development
Republic of Trinidad and Tobago

**November 30**

His Excellency Philip Buxo
High Commissioner, Republic of Trinidad and Tobago

**December 5**

Mr. Urs Strausak
Consul General of Switzerland from Vancouver